

**OFFICE OF THE ADJUTANT GENERAL
Virginia National Guard
Building 316, Ft Pickett
Blackstone, VA 23824-6316**

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NATIONWIDE AIR AGR VACANCY ANNOUNCEMENT
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**VIRGINIA AIR NATIONAL GUARD MILITARY TOUR NOTICE – ACTIVE
GUARD/RESERVE (AGR) 06-02, 30 September 2005**

POSITION TITLE AND UNIT: Budget Analyst, 192d Fighter Wing

GRADE: SRA/E4 – SSgt/E5

TOUR LENGTH: 1-6 years

PROJECTED DATE OF ENTRY:

DUTY STATION: 192d Fighter Wing, Sandston, VA

COMPATIBLE MILITARY ASSIGNMENT: AFSC 6F051

PROGRAM/CONVERSION REFERENCE: 500000

ELIGIBILITY OF FEMALES: Yes

OPENING DATE: 3 October 2005

CLOSING DATE: 3 November 2005

ACTIVE GUARD/RESERVE ELIGIBILITY REQUIREMENTS:

1. Individuals must meet the basic eligibility criteria as stated in ANGI 36-101, Chapter 2. Member must possess outstanding appearance, military bearing, and conduct with no history of disciplinary action. Member must possess the award skill level in the compatible AFSC commensurate with their rank. AGR applications with the required AFSC will be considered, if selected, applicants without the required AFSC must sign an agreement to retrain in accordance with applicable retraining instructions.
2. Applicants military grade cannot exceed the maximum grade authorized on the SPMD for the position and ANG Grade Compatibility Table.
3. Must be a member of the VaANG or eligible for membership in the VaANG and have sufficient time on enlistment contract to cover length of tour.
4. Applicants for the AGR program should be able to complete 20 years of active federal service prior to reaching mandatory separation date (i.e. age 60). Personnel may be placed in AGR status for occasional, one-time tours, or for a probationary period established by the Adjutant General, not to exceed 6 years. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding (if recommended for the position), necessary in requesting waiver of this requirement by the Adjutant General or Air National Guard.

ADDITIONAL REQUIREMENTS:

1. Except for mobilization or other emergency, member accepted for tour will not be subject to permanent change of duty location without his/her consent. Retention in the program will be subject to continued satisfactory performance as determined by the supervisor and/or commander.
2. Existing ANG promotion policies apply and grade ceilings established by ANGI 36-101.
3. At the option of supervisor/nominating official, applicants are subject to personal interview upon notification of time and place. Necessary travel is at applicant's expense.
4. Relocation Entitlements Authorized.

DESCRIPTION OF DUTIES: Formulates and reviews the annual DLR O&M Budget for the flying and supported units insuring obligation authority is not exceeded and that budget adjustments are properly staffed to NGB. Reviews and insures preparation of inter-fund bills within accounts control. Reviews local purchase requisitions, receipts, and payments; process depot requisitions, shipments, and determines fund availability. Coordinates with the senior Budget Analyst, prepares guidelines and instructions for the yearly call to develop the budget, midyear review and fiscal year budget closeout. Performs an in-depth, rigorous analysis of budget requests by employing trend and cost-benefit analysis, program trade-off and exploring alternative methods of funding. Serves as the key coordination point for the Maintenance Division Budget Analyst (Resource Advisor), whose responsibility centers perform equipment maintenance. Formulates deployment and exercise budget estimates upon receipt of deployed force composition by DLR O&M versus Military Personnel funds. Conducts initial and recurring training of Resource Managers and Resource Advisors on DLR procedures, to include accounting and finance management products, budgeting techniques, procedures for monitoring the O&M budget and cash flow, concept of operations, DLR Stock Fund inclusions and exclusions within the Resource Management Training Program. Performs other duties as assigned.

APPLICATION PROCEDURES AND REQUIRED DOCUMENTATION: Interested members may apply by submitting a completed a completed NGB Form 34-1 direct to: OFFICE OF THE ADJUTANT GENERAL, VIRGINIA NATIONAL GUARD, ATTN: VAHR-M, BUILDING 316, FT PICKETT, BLACKSTONE, VIRGINIA 23824-6316. NGB Form 34-1 CAN BE OBTAINED FROM THE Base Personnel Office. (Military Personnel Flight). **No faxed applications will be accepted.**

THE FOLLOWING DOCUMENTATION MUST ACCOMPANY EACH APPLICATION:

In-State: NGB Form 34-1 and RIP (ARNG personnel – DA Form 2-1 must be certified by PSB)

Out of State: NGB Form 34-1 and RIP (ARNG personnel – DA Form 2-1 must be certified by PSB), (ARNG personnel orders or other appropriate documentation showing MOS qualification).

EEO POLICY STATEMENT: Consideration for this position will be without regard to sex, age, handicap (except where required by military regulations), race, color, national origin, religion, lawful political affiliation or membership/non-membership in an employee organization.

Additional information: Contact VAHR-M at commercial (434) 298-6337 or DSN: 438-6337 or Maj Michael Lovell (804) 236-6747 or DSN 864-6747.

This announcement will be posted on official bulletin boards throughout the area of consideration through the closing date.

All applications must be received in the Human Resource Office before the close of business by the closing date specified on the announcement. Applications received after the closing date will not be considered.

FOR THE ADJUTANT GENERAL:

DAVID ARCHER
COL, AD, VaARNG
HUMAN RESOURCE OFFICER